

Date Correction Plan Due 2/15/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 920-785-7811
--	--	---

Use of Form: This form is used by certification / licensing staff to identify statute and / or administrative rule violation(s) and to outline imposed plans of correction, if applicable. This form is used by certified operators / licensed centers to meet the requirements of DCF 202.065, DCF 250.04(2)(i) and (3)(d), DCF 251.04(2)(L) and (3)(f), DCF 252.41(1)(L) and (2)(k). Failure to submit an appropriate correction plan by the due date listed above may result in sanctions identified in the statute and / or administrative rule. Public Schools may submit plans of correction however are not required to do so.

Instructions: The Noncompliance Statement below identifies the violation(s) of child care statute and / or administrative rule identified by the certification / licensing specialist. Complete the section labeled "Correction Plan" by indicating the steps that will be taken to address and correct each of the listed noncompliance(s). Identify expected completion date(s) for each item. Return the original to your certification / licensing specialist for approval and retain a copy. If this is a licensed child care, post your copy of the noncompliance statement and correction plan near the license in accordance with Wis. Stat. 48.657. This request for a correction plan is not an order imposing a sanction or penalty pursuant to Wis. Stat. 48.715. If the department decides to apply a statutory sanction and / or penalty for facts arising from this finding or a future finding, you will be given a notice of the sanction and / or penalty and your appeal rights.

Name - Certified Operator / Licensed Center Our Saviour Lutheran Preschool		Provider Number / Facility ID Number 0000578680 / 001 - 420313		
Address - Facility (Street, City, State, Zip Code) 120 S Henry St Green Bay WI 543023405		Telephone Number 920-468-3596	Date - Regulation Visit 1/18/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)1. Child Record - Enrollment Information Description: Children 3 and 4 on the child record checklist failed to have persons authorized to call/receive a child, emergency contact information, and physician/medical facility information on file at the center.	Sent Health History + Emergency Car Plan Home Sent Child Care Enrollment form	4/18/2024	
2	251.04(6)(a)2. Child Record - Emergency Medical Consent Description: Children 3 and 4 on the child record checklist failed to have written consent from the parent for emergency medical care or treatment.	Sent Enrollment form home	4/18/2024	

Name - Certified Operator / Licensed Center Our Saviour Lutheran Preschool		Provider Number / Facility ID Number 0000578680 / 001 - 420313	
Address - Facility (Street, City, State, Zip Code) 120 S Henry St Green Bay WI 543023405		Telephone Number 920-468-3596	Date - Regulation Visit 1/18/2024
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date Verification Date
3	251.04(6)(a)6. Child Record - Health History Description: Children 1-4 on the child record checklist failed to have health history forms on file.	Sent home required Health History form	4/18/2024
4	251.04(6)(a)8.b. Child Record - Physical Exam - Over 2, Under 5 Description: Child 2 on the child record checklist failed to have a health report on file.	Sent home a health report	4/18/2024

NAME - Agency Worker
Gina Linssen

Date Issued
2/1/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Geanne Prindle

Date Signed

2/8/2024